



## ***TOWN OF BLOWING ROCK***

### **SIGN PERMIT / EXTERIOR CHANGE APPLICATION**

1. Applicant Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Fax: \_\_\_\_\_
  2. Property Owner: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Fax \_\_\_\_\_
  3. Current zoning classification of subject property: \_\_\_\_\_
  4. Tax Parcel Number(s): \_\_\_\_\_
  5. Location of Sign: (Street) \_\_\_\_\_ Building Frontage (Feet) \_\_\_\_\_
  6. Is sign located within a development with a Master Sign Plan? \_\_\_\_\_ Yes \_\_\_\_\_ No  
If yes, what Development? \_\_\_\_\_
  7. Type of Sign: Wall \_\_\_\_\_ Column \_\_\_\_\_ Ground \_\_\_\_\_ Projecting \_\_\_\_\_  
Awning \_\_\_\_\_ Window \_\_\_\_\_ Subdivision \_\_\_\_\_ Other \_\_\_\_\_
  8. Total Square Footage of Sign: \_\_\_\_\_ Height of sign from ground level \_\_\_\_\_
  9. Style of lettering will be: \_\_\_\_\_ Size of lettering will be \_\_\_\_\_ (inches)
  10. Colors in sign: Letters \_\_\_\_\_ Background \_\_\_\_\_  
Border \_\_\_\_\_ Mounting structure \_\_\_\_\_
- NOTE: THE RELIEF ON SANDBLASTING MUST BE AT LEAST ¼ INCH DEEP**
11. Sign Materials: Sign Face \_\_\_\_\_ Letters \_\_\_\_\_  
Mounting structure \_\_\_\_\_
  13. Will there be illumination? \_\_\_\_\_ Yes \_\_\_\_\_ No if yes note lighting must be external
  14. Sign Company \_\_\_\_\_ Phone Number: \_\_\_\_\_

**This application must be accompanied by two prints or ink drawings of the site plan along with sign dimensions. Prints may be in color or in black and white along with color chips. A photo of the property or building where the sign will be located must be included.**

**No sign may be erected until the Zoning Department issues permit.  
All fees must be paid with permit application submission.**

**FOR EXTERIOR CHANGES IN COMMERCIAL BUILDINGS:**

Site Plan – Must include the site plan for the changes you will be making.

Elevation of Building:\_\_\_\_\_ Type of materials being used: \_\_\_\_\_

Color Chips: If changing any exterior color on the building. Color #1\_\_\_\_\_

Color #2\_\_\_\_\_

Description of changes being made:\_\_\_\_\_

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**Include a photo of existing building.**

**FAILURE TO PROVIDE DETAILED DRAWINGS AND COLOR SAMPLES WILL RESULT IN THE  
APPLICATION BEING RETURNED WITHOUT ACTION.**

**Permit Fees:**

Signs less than 50 square feet \$75.00, illuminated 100.00

Exterior Changes – \$50.00

Signature of Applicant:\_\_\_\_\_Date: \_\_\_\_\_

Signature of Property Owner if not the Applicant:\_\_\_\_\_Date: \_\_\_\_\_

**For Office Use Only**

**Date Application Was Received:**\_\_\_\_\_ **Initials:** \_\_\_\_\_

**Date Paid:**\_\_\_\_\_ **Amount Paid:**\_\_\_\_\_ **CK #:** \_\_\_\_\_